**Graduate Faculty Executive Committee**

**Meeting Minutes – November 28, 2016**

Members Present: Ronnie Casella; Jena Curtis; Mark Dodds; Jose Feliciano; Eileen Gravani; Ingrid Jordak; Isa Jubran; Caitlin Liberati; J. Mosher;

Judy Ouellette; Nance Wilson;

Members Absent: Darci Bacigalupi; Tracy Frenyea; Thom Hanford; Jerry O’Callaghan; Kevin Sheets; Carol Van Der Karr; Andy Young

Invited Guests: Ji-Ryun Kim; David Smukler

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| **Topic** | **Comments** | **Action** |
| **Old Business** |  |  |
| 1. Alteration of an Existing Course  FSA 560 – Supporting Students with Autism | Prior to today’s meeting, David Smukler responded via email to GFEC’s suggestion regarding the language in the course description. The FSA department did not agree and requested to attend the next meeting to discuss the proposal. After discussion, David Smukler submitted a revised course description. With the revised course description, N. Wilson made a motion to recommend; seconded by J. Mosher. Unanimous. | **Passed** |
| **New Business** |  |  |
| 2. Electronic Voting | J. Ouellette wanted clarification on voting on curriculum electronically (via email). J. Curtis indicated the bylaws don’t specifically state whether this can or cannot occur. After further discussion, it was agreed that if there are no issues regarding a proposal, then it can be voted electronically. |  |
| **Meeting Adjournment** | With no further business, the meeting was adjourned at 9:21 a.m. | **Adjourned** |

Submitted by Pam Schroeder

Approved 3/27/2017